



The enclosed information pertains to your interest in immigrating to the United States. On the basis of the notification that you have all the documents needed, we have scheduled your formal visa interview. Please see the attached appointment letter. Please arrive on time for your scheduled interview as we have other appointments scheduled at later times.

All members of your family immigrating with you, except children under 14, must appear with you on the scheduled appointment date. However all children under 14 who are the beneficiaries of their own petition must appear at the Embassy for their interview. If you cannot keep the appointment, please notify this office in advance.

Please complete the attached Application for Immigrant Visa and Alien Registration: Part I – Biographic data and Part II – Sworn Statement (DS-230 I and II) **or** DS-156 together with DS-156K Supplement. Do not sign the form DS-230 Part II.

Bring all documents pertaining to your case with you on your appointment date. You must present your original documents in this order when you appear for your visa interview.

1. Attached appointment letter.
2. Passport with at least 8 months' validity beyond the issuance date of the visa.
3. Original of the full birth certificate for each applicant.
4. Original of the full marriage certificate (one copy for every spouse), if applicable.
5. Termination of prior marriages (divorce decree, death certificate of the spouse, annulment of marriage), if applicable.
6. Two (2) photographs signed on back with your last and first name for each visa applicant.
7. Police certificate (valid for 1 year).
8. Court and prison records, if applicable (with a translation into English).
9. Military records – the original and a translation of any military record, if applicable.
10. Affidavit of Support:
 - For family-based petitions - original signed I-864 and I-864A form (if needed) and one complete set of the supporting documents.
 - For fiance visas – signed I-134 form accompanied by a bank statement and job letter (optional, but recommended).
11. Application forms for each applicant completed in English in block letters:
 - Form DS-230 Part I and II Application for Immigrant Visa and Alien Registration **or**
 - DS-156 form (2 copies) and DS-156K Supplement (for fiance visas)
12. Beneficiaries of family-sponsored petitions should bring with them all original documents used to establish the relationship between the petitioner and the beneficiary for presentation to the consular officer. Beneficiaries of employment-based petitions should bring a recent **letter from the prospective employer** confirming the essential information about the job offer.
13. Proof of your relationship with your fiance (letters, telephone bills, photographs, airline tickets, etc.).
14. Results of the medical examination.
15. The fee for submitting each immigrant visa application is payable in cash or by credit card, based on the current Embassy exchange rate. We accept credit card payments (Visa, Mastercard, Novus/Discover, AMEX, Diners) from U.S. and EU card holders. The fee for a fiancé(e) visa application is payable in cash only. Please have the exact amount of money for each application ready.

\$ 230	Immigrant visa application processing fee (per person), based on I-130, I-600 or I-800 petitions
\$ 330	Diversity Visa Lottery fee (per person)
\$ 405	Immigrant visa application processing fee (per person), based on employment I-140 petition
\$ 220	Immigrant visa application processing fee (per person), based on special immigrant visa (Returning Resident) or self-petitioned cases (I-360 petition)
\$ 240	Fiance (K1, K2) and spouse (K3, K4) visa application

If a person is found ineligible for a visa, the visa application processing fee cannot be refunded or transferred.

ADDITIONAL INFORMATION

MEDICAL EXAMINATIONS: All applicants, regardless of age, must undergo medical examinations by an Embassy-designated panel physician. Complete instructions for these examinations are contained in the attached instruction sheet. Maximum validity of medical examinations is one year with at least six months' validity required on the day of visa issuance. If the exam has less than 6 months' validity, the visa is limited to the life of the exam.

PHOTOGRAPHS: Each **immigrant and fiance visa applicant** must submit **two full-face photos** with the name printed on the back. Photograph must be taken within the last six months. For more information on photo requirements, please check our website: <http://poland.usembassy.gov>

TRANSLATIONS: All documents not in English or in the official language of the country in which application for a visa is being made, must be translated into English by a certified translator.

ORIGINALS: If you wish to retain an original birth certificate and/or marriage certificate, you may submit a photocopy but you must bring the original for inspection by the consular officer. **We advise you to keep a duplicate copy of all documents submitted in connection with your visa application.** The Embassy does not keep copies of your documents that are included in the visa packet.

FORMS: If necessary, additional copies of DS-230 Part I and II or DS-156 and 156K can be obtained from our website: <http://poland.usembassy.gov>

THE EMBASSY CANNOT GUARANTEE VISA ISSUANCE AHEAD OF TIME.

No assurance can be given in advance that a visa will be issued. A consular officer can make a decision only after you have signed your formal application, been personally interviewed by that officer and your documents and the results of your medical examination reviewed.

We advise you not to make any travel arrangements for departure from your country, not to dispose of your property or give up your job until the visa has been issued to you. An immigrant visa is valid for up to six months from the date of issuance, unless otherwise limited. You must enter the United States within this six-month period. Each applicant, regardless of age, receives a separate visa.

The American Embassy makes every effort to quickly adjudicate your visa application, but the adjudicating process can take a few hours. Should complications arise, you may have to return to the Embassy on another date. All applicants who reside in Poland will receive their visas via DHL ONLY.

VISA PROCESSING MUST OCCUR WITHIN ONE YEAR FROM THE DATE OF THE ATTACHED LETTER. Section 203(g) of the Immigration and Nationality Act requires that an intending immigrant pursue his/her visa application within one year from the date the Embassy informs him or her that all the necessary documents have been received. **If you fail to do so within one year from the date of the attached letter, your application and any visa petition approved for you will be cancelled.**

ENCLOSURES

1. Form DS-230 Part I and II - Application for Immigrant Visa and Alien Registration **or** Form DS-156 form and DS-156K Supplement - for fiance visas.
2. Instructions for Medical Examinations.